



**The City of Santa Clara
California
EMPLOYMENT OPPORTUNITY**

SENIOR WATER UTILITY ENGINEER # 51-08-784

Open/Promotional

MONTHLY SALARY RANGE: \$ 7,237 - \$ 8,803 (Longevity Pay up to \$ 9,242)

QUALIFICATIONS: Applicants, at time of filing application, must possess the following qualifications:

- Age: Minimum - 18 years
- Education equivalent to graduation from an accredited college or university with: a Bachelor's Degree in Civil Engineering or closely related field and three years of professional level engineering experience in water utility work; or, a Master's Degree in Civil Engineering or closely related field and two years of professional level engineering experience in water utility work. In lieu of providing proof of equivalency, degreed candidates from a non-accredited college or university may meet the education requirements by providing proof of registration as a Professional Engineer in the State of California.

Meeting the minimum qualifications does not guarantee admittance into the examination process. Only the most qualified candidates who demonstrate the best combination of qualifications in relation to the requirements and duties of the position will be invited to test.

LICENSE(S) AND OTHER REQUIREMENTS:

- Possession of an appropriate, valid California driver's license is required.
- A medical examination will be required prior to appointment.
- Applicants must successfully pass a City background investigation, which may include, in the discretion of the City and/or as required by law, fingerprinting, criminal records search, credit check, DMV record check, and employment verification. Any information obtained will be used to determine eligibility for employment in accordance with the law, including but not limited to restrictions regarding employer use of arrest and/or conviction information.
- May be required to work odd and unusual hours.
- Must be able to perform all of the essential functions of the job assignment.

DISTINGUISHING CHARACTERISTICS OR SPECIAL CONDITIONS:

This position is in the classified service. An incumbent in this classification: may be assigned to work in the water quality section or the design engineering section of the City's Water Utility; performs both basic and advanced engineering assignments on a wide range of water utility projects, both technical and administrative; and exercises a high degree of independent judgment in resolving problems.

APPLICATIONS:

An "on-line" Employment Application can be downloaded from the following website address:

http://santaclaraca.gov/hu_resources/hr_employ_app.html or obtained at the Human Resources Department, City Hall, 1500 Warburton Avenue, Santa Clara, California 95050, or at the City Fire Stations, the City Police Headquarters and Rivermark Police Substation, the Community Recreation Center, or the City Libraries.

Applicants with disabilities who are capable of performing the job duties of the position may request reasonable accommodation to help with the application and examination process by contacting the Human Resources Department at (408) 615-2080 or, for those who are hearing impaired, call TTY (408) 984-3042. Individuals requesting accommodation for the examination must notify Human Resources at the time of application.

FINAL FILING DATE:

Incomplete application packets will not be accepted. Application packets, which include a completed City application and resume must be received by the Human Resources Department, 1500 Warburton Ave., Santa Clara, CA, 95050 **no later than 5:00 p.m. Friday, August 15, 2008.** FAX number is (408) 247-5627.

July 18, 2008
DATE OF ANNOUNCEMENT

AN EQUAL OPPORTUNITY EMPLOYER

51-08-784
RECRUITMENT NUMBER

SENIOR WATER UTILITY ENGINEER #51-08-784 (continued)

EXAMINATION WEIGHT/DATE: Oral Examination - 100%

Thursday, August 28, 2008 (tentative)

Permanent City employees who pass the examination process will have five (5) preference points added to their final score. Candidates must attain a passing score on each phase of the examination process to qualify for the Eligible List. A department interview will be required prior to appointment.

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the principles and practices of civil engineering as applied to the planning, design, construction, maintenance and operation of public water systems. This includes, but is not limited to, surveying, hydraulics of open channel and pipe flow, water quality and treatment, economic analysis, inspection, materials, soil investigation, structural analysis, computer applications, drafting, report writing, mapping and specification writing. Knowledge of: the principles of supervision and personnel administration; the preparation and review of plans, specifications, cost estimates, surveys and engineering reports for public works and municipal water utility projects. Good ability to understand, carry-out and issue oral and written technical instructions. Ability to: read, interpret, and apply laws, codes, ordinances, regulations and policies governing water utility activities; effectively communicate, interact and work with the public, other agencies and co-workers; and operate or learn to operate DOS-based and other computer applications and software, including computer-aided design and drafting (CADD).

TYPICAL DUTIES:

Under general supervision: Assists in the development and implementation of goals, objectives, policies and priorities of the City's Water Utility; assists in the preparation of the Department's budget; prepares engineering designs, plans, specifications, cost estimates and recommendations for a variety of water utility construction and maintenance projects, including but not limited to services, pipelines, storage tanks, wells, pumps, engines and control systems; reviews plans and specifications for compliance with Water Utility requirements; acts as the departmental safety officer and manages state and federal occupational safety compliance programs; manages water utility construction projects, schedules, contract administration, public relations and inter-utility coordination; works with utility customers providing guidance and direction in establishing utility service requirements; represents the Water Utility in the community and at professional meetings and seminars as required; prepares reports on water quality and supply and other water related topics; organizes and manages federal and state mandated water quality compliance sampling and analysis activities and reporting; oversees and manages the City's cross-connection control program, ensuring regulatory compliance; conducts on-site evaluations to determine the need for installation of backflow prevention devices; manages regulated wastewater discharge compliance programs; ensures City's compliance with National Pollutant Discharge Elimination System (NPDES) regulations in connection with discharges by the water distribution system; and performs related work as required.

BENEFITS:

The City participates in the California Public Employees' Retirement System (2.7% @ 55) integrated with Social Security. A summary of benefits for this position may be obtained online at <http://santaclaraca.gov/pdf/benefitunits/BenefitInfo4.pdf> or from the Human Resources Department.

The information contained herein is subject to change and does not constitute either an expressed or implied contract.

CITY OF SANTA CLARA
HUMAN RESOURCES DEPARTMENT
1500 WARBURTON AVENUE
SANTA CLARA, CA 95050